

**Evergreen Fire District
Board of Trustees
Meeting**

Meeting Minutes

Regular Board Meeting of July 2, 2018 – 5:30 pm

CALL MEETING TO ORDER:

Chairman Verworn calls meeting to order at 5:35 pm

TRUSTEES PRESENT:

Dave Adams
Jack Fallon
Randy DePaul
Brodie Verworn

ABSENT:

Kyle Nace

RECOGNIZE PUBLIC IN ATTENDANCE:

Wayne Evert	Scott Shindldecker (Daily Interlake)	Teri Shively	James Boyce
Brian Carter	Irina Korchmar	Kim Vierra	Presley Pritchard

PUBLIC COMMENT:

At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.

(none)

FINANCIALS:

Discuss and Approve May 2018 Financials

Randy DePaul moves to approve and accept the May 2018 financials as presented; seconded by Dave Adams; unanimously approved.

PROPOSALS:

(none)

PAST ITEMS/UPDATES:

1. Approve meeting minutes of Regular Board Meeting of June 7th, 2018

Dave Adams moves to approve and accept the meeting minutes of June 7th 2018 as presented; seconded by Randy DePaul; passes unanimously.

2. Levy Discussion

Verworn asks Jack Fallon how many of his potential committee members have responded and Jack states 10 people have responded. Gene Dziza had responded by letter that he would be interested in being a committee member. Fallon states that the first committee meeting is scheduled for July 23rd at 6 pm. Fallon asks Craig if he has any raw data for him to look at to see about formatting it differently if necessary. Craig states that he is currently working on updating current employees and the loss of existing employees. Fallon asks Craig to download the presentation that he (Craig) had made and put it on a jump drive because he was not able to download it after several attempts. Craig stated he would provide the presentation to Jack on a jump drive. Ben asks Jack what his presentation expectation is for the committee meeting itinerary that reads 'ISO rating commercial vs. residential Impact'. Jack states that it is to discuss the different tiers of an ISO rating and its ability to change a liability package. He states that it is a way to let people know that "we've done our best to get the best ISO rating that is of significant benefit to all the commercial and residential property owners. If the ISO rating falls,

their insurance liability increases. Jack states that the current ISO evaluation should be included in the committee packets so that the committee members can understand the components of an ISO rating. Jack states that the station tour(s) can be done during the meeting and could be broken into 2 groups that would each have a different starting point. Chief Williams agrees with having 2 groups and tells Jack that he would like to see what he has developed before anything is sent out. Jack reiterates that he is asking for raw data (i.e.; call volume) so that he can begin to develop formats for presenting that data. Craig states that he will not have time to recreate what has already been done. Jack states that his presentations are done much differently and that Craig's biggest participation will be reviewing staffing models; what has been done historically and what's fore-coming and why explaining why staffing models have certain patterns in the fire service industry that are not common elsewhere. Randy DePaul states that his opinion is that the tour should be scheduled for a day of its own because there is so much to see and so much information that goes with it. Craig states that he would like as many Board members as possible attending the meetings and possibly even participating in covering talking points. He reminds the Board that this is an extremely busy time for the department due to people taking vacations and receiving resource orders and that even though he may be scheduled to speak at meetings there is a possibility that he will not be able to do so.

3. Stamp/Signature Discussion

Randy DePaul states that he had asked for this topic to be put on the agenda to discuss possibly stream lining check signing process. Dave Adams states that he had a stamp made and the Administrative Assistant gets authorization prior to using. DePaul states that if he has a stamp made authorization was not necessary for the Administrative Assistant to do her job. Verworn suggests using a log of which checks were stamped. Chief Williams reiterates his dislike of having to sign his own paycheck and states that he would prefer not to have his name on any of the accounts. Chairman Verworn agrees that Craig signing his own check is not appropriate. Randy states that he is in the process of researching options and asks that the topic is tabled until the next meeting.

4. Audit Update

Chief Williams tells the Board that the audit was pretty standard according to the auditor, Don Davies and a close out meeting was had with Don on Friday. Don had been running late on getting the actual paper copy out. Right before the meeting Craig received the PDF copy of the audit and stated he would get it distributed to the Trustees. He states there were no new findings but did have similar finding as previous audits with one recommendation. Fallon asks if Don mentioned when he submitted it to the Dept of Administration and Craig states that Don did not say but did say that he would be within the acceptable timeline. Ben states that it was the same situation as last year and there had been no penalty assessed. Craig clarifies that lateness was not due to anything administrative but rather to Don Davies being extremely busy. Fallon asks if the AFR was submitted by December 31, 2017. Fallon states it is a \$550 filing fee and because there is more than \$750,000 in revenue and requires an audit which is required to be completed and sent in 12 months after the end of the fiscal year. Ben states that the fee is budgeted for every year. Chief Williams states that he will contact the auditor to address Jack's question.

5. Chief Job Description

Chairman Verworn asks if all Trustees have had the opportunity to review Chief William's job description and Trustees state that they have. Verworn asks if Chief Williams would like to make any changes or amendments. Chief Williams states there are not. Chairman Verworn states the only change he would like to make is that the job description is a dynamic document so if it needs amended during the course of time that it may be amended by the Board and that every 2 years (beginning July of 2020) to reread document and reapprove it by current Board members.

(Chairman reads aloud the Fire Chief job description and calls for a motion to be made to approve as read the Fire Chief job description for the next 2 years.)

Vice Chair DePaul moves for approval as read the Fire Chief job description for the next 2 years.

Motion dies for lack of a second.

Trustee Adams states that he has some questions and points out that the job description does not specify how many hours the Fire Chief is mandated to work. He asks if Craig wants to work on Saturdays or Sundays is 'okay' with the Board. He states "Camping is better during the week. Is that okay with the Board if that's what he wants to do? There's no set schedule." Verworn asks Craig if his position is hourly or salaried and Craig states it is hourly. Fallon asks if it is governed by the Labor Relations Board or something under the fire aspect of a Relations Board. Covington and Adams state that it was initially a salaried position. Ben states that a salaried employee is an exempt employee and is not paid overtime. Ben states that they are non-exempt employees because their job is not just administrative and they should be paid the overtime. Fallon states that he didn't remember who determined the Chief and Fire Marshal positions to be hourly. Verworn asks if they are 212 and 28 structure that is standard to the fire industry. He explains that if you do not hit 212 hours in a 28 days span there is no overtime. It is a term exclusive to firefighters. Fallon states it is synonymous with 'kelly days' and asks if administrative personnel is entitled to a comp time arrangement if non-exempt. He states that it is usually exempt people who have a comp time arrangement. He states that it opens up another whole set of questions for Change of Practices. Ben states that he recollects entering into an agreement for comp time. Fallon reiterates that comp time agreements should not exist for non-exempt personnel. He states that he understands the agreement that exists but that a better understanding is necessary because it changes the Fair Labor Standards Act category that the Chief is in as well as the Fire Marshal. Fallon states that it could be under the Administrative Exempt aspect under which labor can still be performed but not prominently. Verworn asks Craig if his work week is scheduled for a minimum of 40 hours. Chief Williams states that it is typically Monday through Friday; 8 hours a day but there's "generally always overtime. There's never not overtime." Verworn asks if the description should include 'Monday through Friday; 8 hours per day with assumed overtime' and Chief Williams states there is no way of having a set schedule. Verworn asks Chief Williams how he keeps track of his time and he tells Verworn that he keeps track of his time on a timecard like everybody else. Fallon points out administrative personnel who are salaried don't receive overtime or comp time but that they do have schedule flexibility but that emergency work is just part of the job. Chief Williams give the example of when there is an 8 hours Saturday training he will take a Tuesday or a Friday off. He states that including 'Monday through Friday' would have to include all of the exceptions such as his example. Chief Williams and Fallon both states that these types of things are not generally specified in the job description just as how compensation is not described. Fallon states that it is the payroll practice that is question which will be revisited if the position needs to change from non-exempt to exempt. Verworn asks if it will be discussed at the next meeting and Fallon states that the Board needs to determine who they can consult to determine whether the Chief's position is non-exempt or exempt and that it needs to be someone who understands the Fair Labor Standards Act and the relationship of Kelly Days to an administrative position. Verworn states the budget that was previously approved included the Chief's compensation as well as had overtime of 10 per week budgeted for. Kelly Days prevents overtime. Kelly Days are days off given to firefighters to bring the work week down to the negotiated number of hours and that without overtime, Kelly Days would have to be paid to firefighters because of the unusually long shifts and complicated schedules. He states that if there was no overtime budgeted then the Board would have to enforce Kelly Days. Chief Williams states that he and Fire Marshal Ben Covington have never surpassed the overtime budget. Trustee DePaul states that given the nature of the fire/EMS service, there should always be money budgeted for overtime for the 2 positions due to not being administrative only and the fact that they are filling in for EMS as well as going on all fire calls. He states that their positions being salaried should not happen but should remain hourly. If their overtime budget is exceeded then it is likely that additional staffing is needed.

Dave Adams moves for approval as read the Fire Chief job description for the next 2 years;

seconded by DePaul; unanimously passes.

6. Capital Improvement Outlay

Chief Williams states that this item was put on the agenda to continue the discussion of what occurred at the previous Board meeting that Craig was not in attendance and relating to Capital Improvement. Ben directs the Board to their packets so they can view the 'budget estimates fy 2019 7250'. Chief Williams states that Chairman Verworn discussed with him what he felt the District's needs are going to be and what should be budgeted for CIP this fiscal year. Chief Williams reiterates that the District has an aging fleet of apparatus and other needs that had been addressed by the previous levy committee. He states that with the addition of revenue from last wild land season the Board/Department can now start to focus and start on some necessary apparatus planning; starting with replacing the fire engine and he states that both engines are outdated. He states that if the plan is to purchase a new engine then they must be cognizant of is that both engines were purchased as stock demo units of which he's never been a fan of. He states that the biggest consideration is what engine is going to serve the District the best in terms of the future and realizing that more than likely the department will retain it for 15 and even possibly 20 years as that seems to be the direction the Evergreen Fire District is moving. He states there are many things to be considered and will be moved on very quickly such as the fire engine. He states that a stock demo engine could probably be paid for with cash and picked up this fiscal year but not the best benefit for the District because in turn the department will have to give up space. DePaul asks if stock demos can be added to and Chief Williams states that they can but it usually requires tons of modifications and money and that most often times what's needed is space for equipment which requires a complete retro fit requiring time and money. He states that most engines are configured based on their department's models of SOG's and SOP's. He gives the example of preferring bumper mounted hoses vs. trying to get a cross lay out that is over head because he feels it is a safety issue. He states it's rare to find a stock engine with bumper mounted hoses. Chief Williams states that the price for a new custom engine generally runs \$100,000 to \$125,000 more than a stock engine. He states that most companies he has looked are asking \$300,000 to \$350,000 for stock engines. He states there is a little over \$400,000 in CIP and it is not enough to purchase a custom engine but there are options, such as, paying cash down and financing the balance and etc. Chief Williams states that functionality is the department's current challenge because it doesn't run heavy rescue which causes the inability to carry all of the rescue gear. Chief Williams states that all heavy rescue equipment and water is all crammed onto the first due engine and what cannot be taken out initially has to be brought by a chase rig or second due engine. Chief Williams acknowledges that a separate rescue unit (which does not carry water) is not necessary but what is necessary is an engine that has enough compartments to carry all of the fire and rescue equipment. He poses questions to consider; 'Do we settle for stock and then be stuck with it for awhile and do the best that we can?' or 'Do we wait a little bit longer (another fire season) and try to be conservative and save a little more?' or 'Do we put this to number 2 for this fiscal year and start looking at the other needs of the department like the aging fleet of ambulances as well?' He states that one ambulance has 300,000 miles currently and that it may not last another year. He states there is a chase rig that currently has over 200,000 miles and is under contract with the State and Forest Service and doesn't know if it or the ambulance will pass an inspection and go out on wild land fires. DePaul asks how much efficiency is lost by purchasing a stock rig and how many times does someone have to be sent back to bring necessary equipment. Chief Williams states that he can't provide specific numbers but that it happens. Ben adds that they end up having to bring apparatus that is not needed i.e., water rescue and having to bring an engine and an ambulance. DePaul states that it is easier for him to support it if Chief Williams can provide answers as to why he wants to proceed in a certain direction. He states that the department doesn't have to have the best of the best equipment in order for personnel to do their jobs but that it does have to be quality tools and states that there's a big difference between Home Depot purchased tools vs. SnapOn tools;

depending on what tools you're buying. He states that he would rather focus on what the department truly needs rather than what it costs and if the department truly needs a customized rig then that's what needs to be planned for. DePaul states that he is aware the department needs both new(er) ambulances as well as an engine and he would support the Chief's decision to upgrade ambulances and work on funds for purchasing an engine for another year if that is what the Chief feels is best for the department. Chief Williams states that he is trying to avoid the situation where none of the equipment is working properly and that it is already below NFPA standards and is trying to keep the liability in check as a District. Chief Williams tells the Board that there may be an opportunity to pick up another ambulance with a grant but will depend on staffing numbers. Verworn asks when the Chief will know that number. Chief Williams states that he knows the number does not yet qualify the department for the grant and determining the number is difficult because of the current and unusual turnover rate. DePaul states that having apparatus for 10, 15 and possibly even 20 years is a long time and that while the department doesn't need 'cadillac' equipment it is necessary to have what you need and that it is not only an investment for the department but also an investment into personnel. Chief Williams states that although he was not Fire Chief during the committee discussions regarding the current engine; he did sit in on them and was aware there was a fair amount of desperation and the department ended up with the current engine that has been a huge money pit due to 'gremlins' and anomalies. Fallon asks if a stock truck or demo truck is a prototype and Chief Williams states not always but was the case for the last engine purchased. Fallon clarifies then that a stock truck can be very reliable and Chief Williams agrees. Chief Williams clarifies for the newer Board members that the last engine purchased was a stock, demo, hybrid prototype that has had nothing but problems and has cost a lot of money in repairs. DePaul asks if it is possible to get something close to what is needed from a larger city that turns them over frequently and with low mileage. Chief states it is possible and that is generally what has transpired but that it has not always been the best deal and that it is always a gamble and that the apparatus does not generally come with any warranties. He states that 'unfortunately' that is how a lot of the apparatus has been acquired. Fallon states that it is not unfortunate as the ladder truck had been purchased 'gently used' at \$185,000 instead of new at \$600,000 and has served the District very well. Chief Williams states that \$60,000 had to be put into it after getting it here and Fallon states that is still well under \$600,000 for apparatus that has worked well for the department. He tells Chief Williams that he doesn't think he can say that a good used truck is not a valuable tool. Chief Williams states he is saying it is a gamble. Ben states that the department doesn't have \$60,000 to throw around every time apparatus is purchased. Verworn states that Big Mountain bought one from FDNY that had a little over 5,000 and must have been only driven in their parades and that the good deals do exist. Adams asks if there is any reason not to approve the budget for 7250 (CIP) Fund and if it doesn't get spent for a truck it can roll over and Chief Williams confirms that is the plan and that \$350,000 is a place holder on the budget spreadsheet and if needed, a budget amendment could be approved if a good deal was found on apparatus and needed to be purchased immediately. Fallon states that he does not agree with the numbers on the CIP budget amendment and would mean the cash available would be approximately \$435,000 instead of \$456,000. Ben states that he transferred \$328,000 from 7204 to 7250. Fallon states that a figure needs to be adjusted and Ben disagrees and states \$8,000 in additional revenue from 7207 has been added and that a total of an additional \$283,000 that has gone into the fund. Ben states that \$45,000 had been budgeted and there is an additional \$8,000 from 7207. Fallon states that the \$435,000 number should be \$8,000 higher due to not having been transferred before June 30th. Chief Williams states that he was not at the last meeting and doesn't really know what's being argued about and states he has meeting minutes but they are redacted. Fallon states that the minutes are accurate as to what was talked about. Verworn clarifies that everyone agrees that the Chief is going to start looking for a fire truck but will show due diligence and not make a desperate purchase. He states that a new ambulance should also be aggressively sought out. Chief Williams states the department

currently has 2 ambulances with one at 300,000 miles and is completely unreliable at this point with the other having 200,000 miles on it. It was purchased with the belief it would be replaced within 5 years. He states it's working for now for inter-facilities but doubts it will be in service in another year. Verworn asks if either of the ambulances meets KKK safety standards and Chief Williams states that neither meets the standards and the one under contract will probably not be signed up by the State. DePaul asks how many quality ambulances does the department have and Chief Williams states 1 and a half out of 4. DePaul asks how often or what percentage makes up the usage of the fire truck vs. ambulance and Chief Williams states about 70/30 but adds that the response model has been changed for the summer months due to additional staffing. The engine now follows the ambulance; code or non-code depending on call type. Chief Williams states that the newest ambulance is first due with the second best ambulance, the Sprinter, is used for both 911 and inter-facility transports. It is best for long distances and is economical. However, long distance except for in winter because it is not 4 wheel drive. The other 2 ambulances were correctional vehicles purchased from California because they were a great deal but did have high mileage. They were purchased with high mileage because they were supposed to be flipped within 3 to 5 years but weren't. DePaul asks if the department will lose revenue due to ambulances not being able to meet inspections. Chief Williams states it has passed inspection. He states it is fourth due and the reason there are 4 ambulances is that the 4th has been used as back up for any of the other 3 due to one always being in the shop for repairs. The goal is to acquire a couple of newer ambulances and reduce the number. He states he will also be taking a look at making sure that the department isn't staff heavy because there aren't enough vehicles to support the staffing model. Chief Williams states that the department can get into a newer ambulance for a reasonable price (\$100,000 range) but with a power train warranty. Kyle Nace had recently told Craig that he could buy extended warranties but cautioned that on a lot of extended warranties a person ends up paying for everything else to get to what's covered and be 'nickel and dimed'. DePaul asks Chief Williams which vehicle is more important to the department at this point; ambulance or fire truck. Chief Williams states that for now the department will continue to look at the ability to purchase a fire truck but that the pressing need is an ambulance and to be looking at a price of \$50,000 to \$60,000 because there isn't a need for equipment. The new ambulance would be equipped with the already existing equipment from the old ambulance. DePaul states that his opinion is to dump 2 ambulances and pick up a 'quality' ambulance and then continue working on getting the fire engine. Chief Williams states that his plan then is to continue to look into both with a new ambulance getting purchased within this fiscal year. He states that when either vehicle has been identified he will put it into a proposal and present it to the Board for approval.

Verworn tells the Board that a public in attendance who wishes to address the Board at a later time in the meeting has requested to be moved up on the agenda due to time constraint. There is no objection.

BOARD ISSUE:

Presley Pritchard to address the Board and Administrative Staff

Ms Pritchard states she has been a firefighter/Paramedic for about 2 years with EFD. She is going to address social media and an email that Board members had received from Jack Fallon. She states she did not receive the email but heard about it. She states that she is a social media 'influencer' on Instagram for fitness and that it has evolved into 'the life of a fire fighter' including health, nutrition, mental and emotional health and wellness and etc. The email that was sent to Jack contains pictures that were copied by the author of the email from Ms. Pritchard's personal social media accounts that included Ms Pritchard taking 'booty shots' in Evergreen Fire logo clothing (although logo not entirely visible) while on shift at Evergreen Fire Station. The pictures were sent to Jack and he emailed them to the rest of the Board as well as Ben and Craig and asked what sort of impact something like this might have on the upcoming levy. He clarifies that he has never dealt with this situation nor does he participate in any kind of social media. He states to Ms. Pritchard that he did not have her email address so he could not include her in the

email but would appreciate the email being sent to her so she could see his position on it. Ms. Pritchard stated that she was in attendance to discuss her own position. She continues that her account is public and anyone can go on her page and look. She includes pictures from her account and provides responses from her followers on Instagram. She asks if anyone finds anything inappropriate about the posts and there is no verbal response from the Board members. She displays a calendar of male firefighters and asks why they are not being scrutinized and eludes the answer is because they are men. Fallon states "If Craig would have been courteous enough to forward my response to you just like he did the first one; you would then understand what my objection is to everything and it has nothing to do with this, right here." Craig states that he didn't forward any emails to anyone. Chairman Verworn states that Ms. Pritchard asked him for a copy of the original email. Fallon asks why his response wasn't sent to her as well. Verworn states he has the response with him. Ms. Pritchard states she had just asked for it. James Boyce states that he is the person who initially notified Ms. Pritchard of the complaint. Fallon states that he has no issue with Ms. Pritchard having been notified of the complaint he received via email but he has an issue with Ms. Pritchard not getting his response prior to the meeting so that she would know and understand his position regarding social meeting. Verworn reads aloud Jack's response verbatim. His view is that work and communication via any technology avenue be separated. This is what is mandatory in his own work setting and if the policy is breached "...it can bring any combination of discipline, license suspension, penalties/fines beginning at \$5,000 to \$10,000, termination, civil litigation and in some cases criminal prosecution. Regulatory oversight is decided on representation or misrepresentation and based on what information; word, print, action, visual the public has seen or used to make a decision. Additionally, there is a multi level approval process when representing certain aspects of securities industry. Any information present or represent is based on 'what the public understands the message to be' or 'what is being shown in action and/or word'. My electronic work communication in whatever means is filtered, reviewed and archived either for defense or prosecution. If there's a mixture of work and personal then my personal communications and finances then become subject to investigation. My point is "work is work" and "personal is personal". The two environments are separate and should not be mixed. It keeps life simple." Verworn states the reason Ms. Pritchard got only one page is because he was advised by an attorney to give to her only what she requested and she asked only for the first page. Jack states that she should have been entitled to his response regardless of what had been advised. Adams states that he took Jack's email as a response to Ben asking who the complaint had come from. Jack stated that his response was to the group and that he had "replied to all". DePaul states that his response is how the situation is dealt with in his own field and that his response in the end was his own personal feelings and opinion. Jack states he has seen people lose their job, license and prosecuted as well as spending \$50,000 in defense and \$50,000 in fines because they didn't follow the procedures and guidelines that have been outlined. He states that in all other entities he has worked with where someone wants to use something from work for personal there's an approval process that states 'yes you can' or 'no you can't'. Ms. Pritchard states "So then, we're all guilty." Fallon states that this has only been brought up at this time and that perhaps policy should be made. Ms. Pritchard states that is what she is trying to challenge and asks why would there be a policy when they have seen the responses to her pictures and posts and they have seen the impact she has on others. She asks "Why would we want to be a department that shuts down leaders?" Jack states he didn't say anything about shutting it down but rather have policy where an entities identity is involved and approval obtained or not obtained. He states "Social media creates all sorts of dilemmas for anybody and everybody and any entity. Some entities don't want to have all aspects of someone's social media usage to be identified with them. If it is, then it needs to have an approval process because then the entity is saying 'we accept anything the public is going to say about us because of that being on that page'. That's fine. If that's the way we want accept it then we accept that. Ms Pritchard asks "Are these negative posts? I believe the email that was sent out was giving pictures of my personal life; in the gym, fitness clothing that had absolutely nothing to do with this." Fallon asks "The question I have is, are all of those photos accessible at the same time to somebody?" Pritchard responds "They are all on an Instagram page." Fallon states "That's exactly what I'm talking about." Ms. Pritchard reads aloud the Montana Code Annotated for 'sexual discrimination'.

Fallon states "I'm perfectly aware of the discrimination clauses and this has nothing to do with discrimination. The District already has a policy that limits the distribution of pictures that might be taken on scenes, correct?" Pritchard answers "Yeah." Fallon continues "This would just be an extension of that policy to identify it; is it anything that's taken on premise that indicates any kind of an association with an employer and that does not fall under 'discrimination' at all. Ms. Pritchard states "That's why I'm here to address this." Fallon interjects "There is no discrimination going on, here. This is a policy discussion that talks about" (he is interrupted by Pritchard with her asking why certain photos were included) Fallon states "Because that's what was sent to me." Pritchard states "This has nothing to do with the fire department. This is sex discrimination." Fallon reiterates "This has nothing to do with sexual discrimination ...I'm not denying you have the ability to do what you want to do personally. I'm just saying that on your page is a mixture of District and personal stuff and to me the question is 'is that acceptable for anybody in here for any of their pages?' Boyce asks "Is it acceptable for the Interlake to post us on their social media page?" Pritchard asks "Should we be associating pictures of people with their kids vs. oh, they work at the fire department so we (inaudible)." Fallon states "There are some entities that have to get permission of minors in order to have their picture posted anywhere. If permission isn't there then they can become liable and fined and civil litigation come out of that." Kim Vierra asks why Ms Pritchard is the only one being targeted and why Jack didn't visit anyone else's social media pages. Fallon states "Because I don't do social media. This was sent to me and from my point of view, it is mixing work and personal things. That's all it's doing and that's what my response was illustrating. Everything I'm involved with has policies related to work and personal time. DePaul states that it is Jack's opinion. DePaul states that this conversation should have never been brought for Board discussion. Jack states he disagrees. DePaul continues that it's one person being upset with something that happened and that the Board doesn't have that authority. Jack states "Yes we do. This identifies a need for a policy." DePaul states "This is a personnel thing and if there's a personnel issue we have people hired to deal with that and if they have to come to us to talk about it for whatever reason, then they bring it to us." Jack states "Oh, well...then we're going to disagree on that one." Adams states "I believe the Board's job is to manage the finances of the fire department." Fallon states "The Board's job is policy and direction and that's across the board on anything and everything." Boyce states "But you openly stated this was a negative thing and how it was going to negatively affect us..." Fallon states "I said I didn't know how it's going to affect it." Pritchard asks "What does it have to do with the fire levy and the District funding?" Jack responds "Anyway that we present ourselves in our appearance..." Pritchard interrupts Fallon and states "These are all public relation. These are all positive. We need people going out and doing public relations and being role models and idols." Fallon states "I'm not disagreeing with you on that. I'm just saying that when you mix personal and work, the public is the one that's going to vote and I have no idea how they're going to receive it. That's all I'm saying. It could be positive or it could be negative. It's just going to be real interesting because I have never faced something like that before because I've kept everything separate between the two and organizations that I work with; they also keep things separate. Verworn states he is going to read a drafted statement that provides a timeline of the day that it happened. He states "On June 20, 2018 a Board member sent the following email to the Evergreen Fire Board, Chief Williams and Marshal Ben Covington. Below was brought to my attention. "This will have interesting impact as we move forward with the committee to help to determine future district funding ?" Attached were several photos of Ms. Pritchard from her FaceBook and Instagram pages; some with turnouts on; 2 with a bikini; 1 in uniform and the other spraying water with a child from the community while in her turn outs. Within 2 ½ hours of receiving this email, I replied to all members my disapproval of the content of the letter. Shortly thereafter, Board members Kyle Nace, Dave Adams and Fire Marshal Covington replied their disapproval of what was sent out. I have contacted other departments regarding their social media policies. The Board, with the Chief, will look at reviews and updates of the Evergreen Fire Department social media policy for all its members; a top priority here in the immediate future. Once constructed, it will be put out to the members of the department for review. Then once approved it will be put into place by Chief Williams." He further states "I don't want to have to come here again. I don't want there to be any mistake and I don't want there to be any cross color. I

can see your point, Presley (Pritchard) and I can see member Fallon's point. It just needs to be spelled out clearly and once it is spelled out clearly then we go forward. Wayne Evert states "We all know that if we go out drinking in a public establishment that is serving alcohol, we do not wear those hats; that sweatshirt; that shirt; or anything that says 'Evergreen Fire' on it. That's a policy and it is adhered to by everyone. We have other policies that protect the department as seen in public and they are necessary. I'm not into the whole Instagram and FaceBook like a lot of people are but I do have FaceBook and I see every member of this department sitting on the front bumper of an engine with their dad or their children. I have pictures of my grandchildren on the side of 831 with me. We have all done it and it's on FaceBook. It's not an issue." Verworn states "One of the departments that I researched...I did local departments...and one department...and I'm not saying that this is going to be Evergreen's policy but I'm just giving you an example...when their new Chief came in, it was 'you will not be posting on your social media with any of our logo wear on without the expressed written consent of the Chief. Then and only then may you put your personal onto our page'. There's that fine line of when you take something that is a mass representation and you blend it over into your private side; how much does an organization like a fire department now have for your private side? It's kind of a reach-over and it's muddy. But, like you said...there is a lot of positive that's out there but there has to be that is walked. I work for company in Best Practice Medicine that pumps the snot out of us representing our...because they're a new company and so they know social media is huge...so my social media is clear of politics, is clear of dirty jokes and is clear of everything. I post pictures of how I work; who I work with; community; travel; dogs...but it is a very concentrated effort and heaven forbid I should ever get into trouble but the minute I do...I have to go back and pull Big Fork Fire, Big Mountain Fire and Best Practice Medicine. Heaven forbid I end up in the hooskew or I do something that is easily deemed detrimental to those organizations that I represent. I believe it needs to be spelled out a little bit clearer here and given to the members and looked at." Wayne Evert states that personnel have always managed to police themselves and each other and until now it had never been a problem and the doors shouldn't be closed to being able to take a picture in turnouts or other Evergreen Fire logo attire and post it on social media. Chairman Verworn states "That is something here in the very near future that will be brought up, observed, and reviewed by the staff; the officers and will be approved and put into action by Chief Williams whatever it may be." Ms. Pritchard states that the positive things should be looked at too such as her being asked to come on Good Morning America and talk about fitness, health and wellness as pertains to the job and asks "Who's to say that somebody out there isn't like 'Oh, they need funding' or something. I'm just saying that there are opportunities out there and that this is 2018; the world is revolving around social media. Like, everything's evolving right now. I don't think we need to be a department that shuts that all out. You know, I mean...if there's a problem, that person can be talked to. Like, that's why I brought it here. But, I think um, do we really want to be the department that is not encouraging people who are doing positive things like this; and sending out leaders and not being followers and having more action takers? So, I'm just going to challenge you with that because I just think it's really positive to have that PR...It's also saying something for retaining good employees too."

Verworn asks if there anything further to discuss regarding social media and DePaul reiterates that this issue should not have been brought to a Board meeting but should have been dealt with by a 'totally different route'. Fallon states that there was not an alternative route and DePaul argues there is. Fallon states it was not a personnel issue. Wayne Evert states that he thinks Jack was being used by someone in the community to attack Ms. Pritchard knowing Jack would "sink his teeth into it" and that Jack "got played and someone used him as "an avenue to make something bigger out of this than what should have been." Evert adds that he should have taken what was sent in the email to Chief Williams and let him deal with it. DePaul agrees. Chief Williams states that he did lose the ability to even attempt to deal with the situation and that he had started to investigate the source of the complaint.

NEW ITEMS/UPDATES:

1. Evaluation for Craig Williams

Dave Adams states that he doesn't feel Chief Williams can be evaluated due to having just received his job description. Fallon states it has been in effect since 2015. Ben asks if it had ever been voted on and Adams states his understanding is that it was a draft that was never voted on. Adams argues that it would be unfair to go through the job description line by line when the official job description was just approved during this meeting. Chairman Verworn asks what the Board thinks about revisiting the evaluation in 6 months and DePaul asks that it is extended for a year instead due to there being 2 very new Trustees. He states that a year will provide a better time frame to give a true evaluation of Chief William's performance. DePaul also states that his understanding is that the Chief's evaluation is a done in a closed meeting. Chief Williams states that he has always asked that they are done in an open meeting. He states that since 2006 he has been asking for an evaluation and has yet to receive an evaluation of any kind from the Board because there is no procedure in place regarding his evaluation. He states "I guess it would be my intent and hope for the Board to develop first of all, a procedure, and a policy on how they're going to evaluate and what that is because we have a policy and procedure in place of how we evaluation everyone else other than myself and I think it's awkward. I don't think you should ever have an employee try and do a self evaluation although I have attempted to do that. So, for a number of years now it has come down to; I have to address the Board and I say 'Well, on the budget, COLA is 2.1% this year is what Flathead County has adopted and we, in the budget, have approved 2% as a performance raise. Then I throw that open to the Board and then they generally discuss what that is and it's usually more of a discussion on the raise and very little on my performance.'" DePaul states that after a year of working with the Chief it would come down to 'are you doing what we're asking you to do and are you following through with what we're asking and at the end of the year if we have questions we can ask and if we have issues we can ask. That's the way I look at an evaluation being. I haven't done much of this but that's how I did it with superintendants and principals and that's how I looked at it; by looking how they performed on what we've asked them to do. That's why I'm asking for a year. I don't think 6 months is enough for me.'" Chief Williams asks "Would it be fair to revisit this in a year from now and with development and input from myself to assist you, similarly, in what we have put together in terms of everyone below me? Because I think we would probably want to streamline or standardize the process. So, in the interim, maybe I can give you a little window of what we do in terms of evaluating everyone else and then the Board can decide what little segments of that they want to add..." Verworn states "So, a scoring system; possible goals for the year and things along those lines?" Chief Williams agrees with Verworn's clarification. Chief Williams asks if that means he will not be getting a raise for 1 year. Adams states that as a Board he would not want to go back and retro a raise for a year's time because it would be a substantial financial burden to the bookkeeper as well as a tax burden. He states that cost of living increase and raise should be given as per general course of action at this time. DePaul asks if Craig receives a wage increase every year and Chief Williams states that the cost of living adopted by Flathead County and a performance raise is included in the budget. The Board approves up to whatever the performance raise is and then each individual person will receive that within the threshold of the budget." Chief Williams reiterates that he does not believe in giving raises across the board and chooses the performance raises. He states that most personnel receive the COLA raise and then the subjective evaluation performance raise. He give the example for new Board members; last year the Board chose to go with the COLA of 1.2% for him and also a 2% performance raise for a total of 3.1% raise. He states "The weird thing about this year is the COLA raise is up 1%. So there's the weird difficulty of going 'wow, that employee went back a percent on performance but yet I also recognize that because the COLA is up slightly; we realize there is no room in the budget for 4 or 5 percent raises....There has been years where I haven't taken a raise because the budget hasn't supported it.'" DePaul asks Fallon what his view is on the discussion and Fallon asks if he means evaluation or the raises. DePaul clarifies he means the raises and Fallon states that comes under 7204 when that budget for 7204 is approved and asks if they are now talking

about 7204. Chief Williams states "That's the other weirdness with this because the budget is approved sometimes before and sometimes after raises. It would be really nice to have a procedure at the Board level to eliminate the convoluted and confusing process." Adams asks if it would make more sense to approve the raises and then the budget and Fallon states that if there isn't going to be an evaluation that the Board should approve everything under 7204. If evaluation is approved then out of that may come something that would fall into the 7204 budget process. Ben states that the budget for 7204 should be finalized. Chief Williams states so that the Board knows how much they have within the threshold of the budget. Adams states "Okay, so the evaluation for Craig should be after the budget approval?" Fallon states that Chief William's evaluation should come first so the Board knows how that fills into the budget." Ben states "So, Jack's saying that Craig doesn't get a raise this year. That's exactly what Jack just said." Chief Williams states "If I can assist you, if you would look at 7204; within the budget, you will see there's a 2.1% COLA increase for myself, Ben and Cheri as well as a 2% performance raise. So within the confines of that, you know you can't approve more than that within the budget and that is what you have to work with in terms of the budget." Verworn clarifies that the numbers had been gone through line by line at the prior meeting and that everything had been tentatively approved. Adams states that there had been a couple of issues with personnel pay but it has been addressed in a handout. DePaul asks Chief Williams that since he is hourly and receives overtime if he follows the policy of time and a half for overtime and Chief Williams states that is correct. *(After approval of the resolutions and before Chief's Report, Chief Williams asks if the discussion regarding his raise can be revisited.)*

Verworn asks if the Trustees present who have been Trustees for the past 12 months would like to fairly evaluate Chief Williams on the past 12 months of his performance. He states that his job description was just officially signed into policy and asks if they would want to evaluate Chief Williams based on what had been in place prior to the meeting. Adams states he doesn't think there was policy in place. Adams states he does not have an issue with a 2% raise for Chief Williams and asks Fallon if he has any issues with it. Fallon states after looking at 2015/2016 minutes online he can't see where anything had approved it so there is nothing to evaluate him on so they have to go with what the budget is. Chief Williams will get his raise. DePaul confirms that now the rest of personnel will get their increases as well. Covington states "Craig now has the ability to now look at and evaluate all of the employees below him and determine if they can get that up to 3%. Not everybody's going to get that 3% because it's based on performance." DePaul asks if the administration staff will also get a raise. Chief Williams states "I evaluate everybody other than myself. The Board evaluates me and gives me a raise; myself and myself only. Then I'm in charge of everyone else below me." DePaul states "I understand that but once we approve 7204 I thought part of that..." Chief Williams states "It's just a technicality. This kind of goes back and forth each way and there's variances of how this is done including there's been times where the Board has actually had discussion involvement in Ben and Cheri's raise which I've tried to get them to come around the corner to say it really is my job, operationally, to do that. The Board's responsibility is to approve the budget."

RESOLUTIONS:

2018-03 Budget Amendment for Fund 7204

Ben addresses Resolution 2018-03 and states he missed adding the \$8,000 and the numbers should be \$291,000 instead of \$383,000. Ben tells Jack that he thinks he (Jack) is missing the \$21,000 that is being held back from the previous budget. Fallon states that ending cash in 7250 instead of \$435,000 should be \$419,000 because \$291,000 plus \$128,000 plus \$8,000 puts the total at \$427,000. He states he is taking the \$128,000 already in the account and adding \$291,000 and adding the \$8,000 that was supposed to be transferred into the account which totals \$427,000. Ben disagrees and Jack asks if they can agree on the \$128,000 that is already in the account and Ben states 'yeah' and continues that 'as of the end of the year there should be \$458,572. Jack

asks if they agree on the \$8,000 that should be added and Ben states 'correct'. Fallon states that puts the number at \$136,000 and asks if they can agree on that amount and Ben states "Ok, let's also agree that \$45,000 was already budgeted as well to go in there." Jack states "That's not cash." And then asks "Was that money that was supposed to be transferred by June 30th?" and Ben states 'yes'. Fallon asks if it has been done and Ben affirms it has 'along with the \$291,000.' Fallon asks when the \$45,000 transferred into the account and Ben states it was done in a lump sum. Jack asks if it was done within the past 30 days and Ben affirms that it was. Fallon clarifies "So, you took \$45,000 out of \$128,000 to do that. So, the \$128,000, even though you did it in the month of June, you took \$45,000 either out of the \$128,000 or out of the June cash flow. I'm just trying to understand what you did." Ben states "The \$45,000 goes into 7250." Jack states "Right, from 7204." Ben states "Correct." Fallon states "You did that in the month of June." Ben states "Correct." Fallon states "I don't remember us talking about that at the last meeting." Ben states "It got lumped in with the ..." Fallon states "I don't remember us talking about it at the last meeting. I mean, it's something that probably should have been done but I don't remembersince we had to approve the \$8,000, I would have thought we would have had to approve the \$45,000." Ben states "Either way, I mean, it's the total transfer." Fallon states "You told us we had to approve the \$8,000 to get it to go from 7207." Ben states "What you did was 7204 instead of approving just the \$45,000...you approved anything over \$130,000." DePaul agrees with Ben. Ben continues "So, that \$45,000 was lumped into that big chunk that went from 7204 into CIP because why would I do 2 transfers?" Fallon states "You indirectly assumed that that was all part of it and that's fine but we didn't have any discussion...I don't remember any discussion. It's fine that you did that but I just remember having any discussion of not having funded the \$45,000 out of 7204 into 7250 for the fiscal year that ended Friday." Ben states "I get what you're saying but it is in the minutes." Fallon interjects "Ben, it is indirectly in the minutes." Chief Williams states "redacted or not" and Fallon states "It was never even something to get redacted." Ben states "Listen, I'm trying to explain this." Fallon states "I'm understanding." Ben states "So, that's why we're down to that \$283,000 that I came up with originally." Fallon states "Okay, if we agree to the \$128,000 on May 31st let's assume the \$45,000 is part of that \$128,000." Ben states "It's not though." Fallon states "It has to be." Ben states "It's not." Fallon reiterates "It has to be." Ben asks "Why? How could that be possible?" Fallon states "Because that's the money that allows it to happen." Ben asks "Are you okay?" Fallon states "Oh, excuse me. I got 7250 mixed up with 7204. I'm sorry. Ok, so out of the \$437,900 that was in 7204; and we're going to move anything about the \$130,000 out of that; that means the \$45,000 is part of the \$307,000." Ben states "Correct." Fallon states "Okay, so we have \$128,000 plus \$307,000 because that includes part of the \$45,000..." Ben states "Correct." Fallon continues "We have \$8,000 there and if I add those together we have \$443,000." Ben states "OK." Adams asks "Isn't that what it says on the bottom of the sheet?" Ben adds "The amendments are amending any additional funding that we did not budget for." Fallon states "Now you through in the key word 'additional'". Ben asks "What's wrong with additional?" Fallon states "Because then the \$45,000 should be part of the ..." Wayne Evert make and inaudible comment that Ben agrees with and Fallon states "No, I'm trying to figure out how to reconcile the route that you took." Ben states "Which is the correct way." Fallon states "No, which had an assumed step in there." Ben asks "Which is?" Fallon states "The \$45,000." Ben states "That's not assumed. That's on the budget." Fallon states "Well, I'm not going to win with you." Ben states "I'm not trying to win with you. I'm trying to understand that when you do an amendment of a budget that's already done you amend the additional funding that goes in there. So, we're amending that \$291,000 went in there instead of \$53,000." Fallon states "Okay, if I take the \$283,000 you have written down on here and I add the \$45,000 to it and I add the \$8,000, I come up with \$436,000 vs. \$435,000. So, I'm \$1,000 off. So, it still comes down to what is that correct number that should be there?" Ben states "I just told you. It's \$291,000." Fallon states "Because there was no discussion about \$45,000, I'm thinking it should be

\$307,000. \$283,000 I guess will work but..." Ben states "But, you're not amending your discussion. You're amending your budget that we already talked about, right?" Fallon states "Okay. I'm just trying to make sure that I understand the cash flow..." Ben states "So, we're amending the budget and not the discussion, right?" Fallon states "Yes." Ben states "I need to rewrite the resolution but the resolution should state \$291,000 instead of \$283,000." Fallon states "Yes, it's agreed; \$291,000 because of the 7207 and 7204 and it needs to be broken out as to the dollar amounts coming from each one." Ben states "Okay. I mean, is that what you want? I mean really, the budget is to amend 7250 not 7207 and 7204." Fallon states "I know but shouldn't we be identifying where those increased revenues are coming from?" Adams asks "It's in the budget isn't it...where there's excess? And what we're saying is where there's excess it's going into this one." Fallon states "This is not the current budget that we're looking at approving. This is the one that ended on Friday." Adams states "So it was already in there as an excess because it would show a positive balance ...and that can be put into 7250. So it doesn't matter where it comes from." Fallon states "Well, then you have to have 7204 and 7207 sitting there to see the excess to realize that excess is what goes into 7250. If you wanted to track things; and tracking is important in accounting to identify where the money's coming from; it should be said in here "Therefore, this additional revenue of \$283,000 is coming from 7204 and \$8,000 from 7207." Ben states "But, the \$8,000 is not additional funding. That was already budgeted." Fallon asks "Why didn't you move that already then? You moved everything else already." Ben states "It's up to you guys." Adams states "We need to know where it's coming from then I guess is the issue. Okay, so we need the number changed at the top and you want the additional \$283,000...is that what you're thinking it should say?..." Fallon states "To me, it would make sense because then it's all on one sheet of paper and you don't have to go searching for it anywhere." Ben states "Okay, 'from 7204' gotcha." Fallon states "The amounts from 7204 and the amount from 7207." Both Adams and Ben state that it was budgeted and there is no change in 7207." Fallon states "It doesn't hurt to make a note that it was budgeted and it got transferred as part of this amount." Ben states "I can throw that up here then 'WhereAs,income revenue of \$53,000; I can break that up. Does that make sense?" Adams states "I'm good with it." Fallon states "Just so that on one sheet of paper we can see where the money came from." Verworn asks what the correct top amount was and is told \$291,000.

Adams moves for approval of Resolution 2018-03 Budget Amendment for Fund 7250 with the noted changes to correct the dollar amounts; seconded by Fallon; passes unanimously.

2018-04 Budget Approval for Fund 7204 General Fund FY2019

Dave Adams states that he did not see the administrative assistant's wages in the budget and Fallon states the wages are the third page. Fallon directs attention to page 4 where he sees several personnel at \$10.00 per hour. He states "I didn't think that was our starting wage anymore." Adams states "That is for the PRN's. The 'as needed' employees." Chief Williams states "Normal employees are at \$11.00." DePaul asks what a PRN is and Chief Williams states "As needed; they're an employee who does accrue any benefits or anything like that. No sick or vacation time. They're an 'as needed' employee. Basically, on call." DePaul asks for what positions and is told EMT or Paramedic. Fallon states "Because we're paying \$10.00 there as a starting wage, I'm going to jump over 7207 and I see you have a \$9.00 an hour starting wage for that. Are any of the employees that you hire for that 7207 work the same employees that are hired as a basic?" Ben states "No. There's a medic but she can't really work that anymore because she's in a daytime shift." Chief Williams states "She's in our new group." Fallon states "So, they're not under 7207 anymore?" Ben states "They can be if they're short on hours. They can hop over and work on hydrants." Fallon states "The question I have is that I don't know if you can have those 2 wages. The question I have is that you can't

have those 2 wages because their job with the District, doesn't matter what it is, that as the employer they can't take 2 different wages." Covington states "I thought we looked into this before and the one thing they can't get is overtime." Chief Williams states "Different responsibility; different job description and different classes." Fallon states "I understand that and the argument was; fire fighter and basic or paramedic was considered the same job from the Fair Labor Standards Board. You couldn't pay a firefighter a different wage than paying a basic or paramedic and that they were one. So the question I have is; if it's a firefighter that's doing the 7207 work, I don't know that we can have them at a different wage than what they earn under their regular role." Covington states "But they're not being paid to do any other job except hydrants." Fallon states "I hear what you're saying but I don't think that argument's going to carry any weight. We had the conversation with the State and we also had the conversation with a Federal person 4 years ago and ...". Adams expresses that he is in agreement with Fallon. Covington states "I've researched all of this before and it's because they have a totally different job." Adams states "Yeah, but it happens at the County at the landfill; we can't have an operator go out and do a side attendant job even though it's a separate job they have to be paid that operator wage. It doesn't affect anybody now, anyway." Covington states "No, it doesn't. But if that's something we need to look at in the future to make sure we're doing it correctly for sure. I don't want to do it the wrong way at all by any means." Chief Williams states "I thought we were pretty clear that we had that..." Covington states "We researched this 3 years ago...the issue that we found is that...so let's say they work a 36 hour medic shift and then they couldn't go and work a 20 hour deal (hydrant). They would run into overtime because its hours worked for the entity." Adams states "What I remember when I worked at Plum Creek is; this is your wage and you can up...so if they were, you know, if it's a basic they could act up as a medic and get paid that wage but they're back to basic wage the rest of the time. So you can't go down in wage." He continues "So, if you have a job where you're paid \$10 an hour or you can bump up and do the \$12 an hour job for that shift and then go back to your \$10 an hour job. But, you never went backwards. You're a \$10 an hour employee and that's as low as you're going to get for whatever you are doing. You don't go back in wage." Covington states "Let's say she's a hydrant tech and makes \$9 an hour and then bumps to medic and works medic at \$15 an hour and then bumps back to hydrants." Fallon states "But, her primary job is medic. That's what she was hired for." Covington states "Her original job was hydrant tech." Chief Williams states "She just recently gave up and quit doing the hydrants because she became one of our seasonal medics." Fallon states "So, what you're saying is in the future she won't be doing the hydrant tech stuff." Verworn states "Basically, she's being promoted." Fallon "I understand but I didn't hear the word promotion until just now." Adams states "She was hired as a temporary seasonal job that she took." Fallon states "Everyone keeps bringing up something new after the discussion and so the facts all of a sudden change." Adams states "There was no promotion. She applied for a different job." Fallon states "That's my point. That wasn't said when the conversation initially started and now all of sudden we have a new fact that she's not going back to that job." Chief Williams states "It has the potential to be a future issue. It's a non issue right now." Covington states he will do some research. DePaul states "So that I understand now; the rest of your staff is getting COLA raise and then the performance raise of 3% for everybody. You guys are making the decisions,

obviously, and on yours you have just a 2% raise after the COLA. Why is it just 2%? Why not 3%?" Chief Williams states "We chose to reduce it by 1% this year just because the COLA was up 1% and we knew there really was no point in budgeting something at 5% when we know that first of all; we're not going to be asking for that so there's no point in budgeting for that." DePaul states that he understands. DePaul continues "To get people to come in here and do things at a \$10, \$12 dollar rate, I mean...just getting people in...is that just the norm of the Valley? I thought we talked about this saying that we're kind of low." Chief Williams states "We are low. We've always been low. We're low across every employment classification and starting with myself." DePaul asks "Has it always been that way?" Chief Williams states "Yep, since day one. I was hired at \$34,000 as the Assistant Chief with no benefits. It's a job that I chose to take because I love my community and I love the fire department. But, I also realize that I started out very, very low and incrementally, sure I'm getting a fair wage but I still have zero benefits." DePaul states "You may be getting a better wage than then but the cost of living has gone way up too, so..." DePaul asks "If we do pursue the levy with benefits and some things like that; is there a chance that we can increase this stuff to make it more attractable to people? Even though we are attracting people, can we make it more attractable to keep people? Because if we spend so much money training and then losing here..." Chief Williams interjects "So, to answer your question, that was part of what we developed and that's where we got to 1.2 million dollars in the levy and the community didn't choose to support that. But, in that was fair wages; mid to upper end of wages, mid-level wages; retirement; medical and granted there was FURS and PURS associated and can we reduced that and have a similar retirement system that's not FURS/PURS? Sure. Can we have a medical plan that is less than we did...what we tried to do is make it across the board where we weren't losing the amount of people that we currently have to try and make it competitive and keep from having to have 3 jobs. We tried that on the first round. We all know how it ended up. So, unfortunately, we are going to have to take a solid look at what can we present again that is also going to be retracted, though. I mean seriously, we are losing and are still losing and will lose a ton of people to the point where, right here? This is it. These are the most tenured people. Three of the four regular are charter members. This is it. There are no more charter members. A couple of years ago there would have been a whole other table full of what we call 'charter' members that were here when we started the ambulance program. It's down to four. We're losing them. So, the scary part to all of that is there will come a day when I will look around and have a fire crew with one year or less of experience and that's going to be a very scary day for us. But, it's coming. So, to answer your question; we are trying to keep those wages as competitive as possible with the understanding that we are in Evergreen, Montana." Verworn asks if there were any more personnel lost in June and Chief Williams not in June but in May the department lost Knuffke and Gurden to DNRC and Corne to Big Fork. Chief Williams states "We've lost all of our engine bosses to the point where I don't believe we'll be able to staff a wild land engine this year. So all that surplus that we had for wildfire? I really don't expect to happen because we just don't have anybody." Covington states "So your excess deficit on 7204 is going to \$131,430 instead of \$128,430." Adams states "In reference to Resolution 2018-04, this does affect me in a financial way so I'm going to choose to not vote on this." Covington states "No it doesn't." Fallon states "Yes, it does." Covington states "You

have a wage out of the ambulance.”

Adams moves for approval of Resolution 2018-04 with the changed dollar amount of \$128,430 to \$131,430. Fallon adds the revenue needs to be changed from \$556,000 to \$533,000. Verworn asks if there will be new and corrected resolutions but sign the ones they have and Covington tells him no, he will make corrected resolutions they can sign. DePaul seconds the motion; unanimously passes.

2018-05 Budget Approval for Fund 9428 Ambulance Account FY2019

Adams states “In reference to Resolution 2018-05, this does affect me in a financial way so I’m going to excuse myself motion, voting or seconding of that.” Covington states that the resolution will have to be revised because some numbers were not adding up correctly. He tells the Board that when he saves spreadsheets on the server and brings it back up for a meeting that numbers or something always comes up different than when saved. Verworn asks if it’s a column shift and Covington replies that some numbers don’t add up or sums get changed.” Chief Williams adds “The cells get wonky.” Fallon states “The formulas are not being recognized.” Covington states he does need to update both versions. He continues “The change to 9428 is from \$211,000 as excess deficit to \$205,000...\$178,000.” Fallon asks if Ben has new expenditures of \$745,000 because it changes too.

Fallon moves for approval of Resolution 2018-05 Approval for Fund 9428 Ambulance Fund with the cash balance change from \$205,000 to \$178,000; seconded by DePaul; passes with 2 voting ‘yay’; Adams abstaining.

2018-06 Budget Approval for Fund 7207 Hydrant Account FY2019

Fallon asks how often personnel uses the snow shovel around fire hydrants. Covington states it takes a day to get out and get it done. Chief Williams add that commercial is primarily first. Fallon states he didn’t know how often it was taken care of but that it is just as important as summertime maintenance. Covington states that a transfer of \$10,000.00 could be made from 7207 to 7250 and still leave an excess of \$4,600.00. He adds that 7207 has ‘dumped a lot of money into CIP’. Fallon clarifies by asking “Instead of fire hydrants.” Ben states “Yes.” Fallon asks “Or adding fire hydrants where they may need them?” Covington states there isn’t enough money to add hydrants and replacing one costs about \$5,000 a hydrant. Fallon states “Well, that’s 2 hydrants right there at \$10,000.00.” Ben asks “Where would you add them?” Fallon states “You’d have to tell me.” Ben states “That could come out of CIP.” Fallon states “It would be an expenditure under this and therefore not have to transfer.” Ben states that will reviewed for the next year and that he thinks it’s a good idea. Adams states “Apparently we need the money to go into CIP because we don’t have a fire truck to pump the water out of a hydrant.” Fallon states “The original purpose of this fund was because of the fire hydrants. The Fire District helped pay the bondedness and nettedness on the water distribution system. It was designed to maintain and operate the fire hydrants.” Adams states “We are maintaining them.”

Adams moves for approval of Resolution 2018-06 as presented; seconded by Fallon; passes unanimously.

2018-07 Budget Approval for Fund 7250 Capital Outlay Account FY2019

Adams moves for approval of Resolution 2018-07 CIP Fund; seconded by DePaul; passes unanimously.

2018-08 Budget Approval for Fund 4212 Department Account FY2019

Fallon asks about a \$3,000 transfer to 4212 and brings up the 4212 budget. He states "The cash on June 30th is probably, unless Craig has written a \$500 check or more in the month of June, it should be \$15,200 for cash instead of \$10,200. So, I don't know that it's necessary to transfer money into 4212 because the conversations that we had was of transferring \$15,000 should cover a couple of years in there and transferring any money from 7204 into there isn't necessary. But, in order to elaborate on that a little bit more, I look at the 2 budgeted items up; \$1,700.00 for Board meeting lunches; \$4,500.00 for the other aspects and then I look at the fiscal year that just ended that had ...when I look historically at what the expenditures have been out of there, I'd say the \$4,500.00 that occurred in the not most recent year but in the prior year included Board meeting meals at that point in time. This last year was higher than the \$4,500; \$1,000.00 was spent on the levy and I don't know what will be spent on the levy going forward. But, to me, the \$4,500.00 for department things is probably higher than the \$3,000 that's been spent in prior years. That's the impression I have looking back. So, I don't know if \$6,200.00 is really accurate for 4212." Covington asks if it should be higher or lower and Fallon states he thinks the amount is too high. Chief Williams states "Obviously, it's a guesstimate and we have to understand that if we're going to continue...the lunches were a separate thing. What we're trying to account for in that is that we don't know what the expected lunches or dinners are going to be for the community committee. That will come out of 4212. How often, how much? What are we looking at? Dinners? ...are we looking at a catered dinner? So, we went high vs. low with the understanding there's some unknowns there. I'm fine if we need to reduce that just a little bit." Adams states his concern by lowering the amount is acknowledging the price of food has gone up and will probably continue to do so. He states "I would rather see the money in there and have extra than have to go back and get more in there. I know what beef prices have done." Fallon states "Looking at the 4212 Prior Year Comparison and then I look at meals and entertainment; well, if I look at total expenditure, they were \$6100.00 for the current year and \$4,600 for the prior year. One of the big differences was \$1,000.00 for levy campaign and contribution gift. There was \$2,300.00 in the past 12 months that ended Friday and \$4,400.00 for the prior 12 months. What are the gifts all about that we would have spent \$2,300.00 on?" and the answer was Christmas. Fallon asks why the prior year was only \$440.00 and Adams states "We got shitty gifts." (laughter) He continues "No, here's what happened. We got flashlights and gloves the year before and this year we got some water bottles." Chief Williams states "They were \$40.00 a piece water bottles." Chief Williams states "\$15,224.00, Jack, is what the balance is. I don't know where we're off. The checkbook is \$15,224.00." Fallon states "I figured \$15,200.00." Chief Williams states "Oh, okay. We're doing okay then. I would support not doing a \$3,000.00 transfer." Fallon states "Even if it was \$5,000.00 more, that means the excess is \$12,550.00 and even at \$6,000.00 per year, that is still 2 years worth of expenditures in there. I'm wondering; do we really need to spend \$6,200.00? Are Christmas gifts going to be costing \$2,300.00 each year going forward vs. \$440.00?" Chief Williams states "Aside from the water bottles though, that was paying for Santa, that was paying for all of the children's gifts; movie passes for children and other stuff." Fallon asks "So that sounds like it's a change from the past." Chief Williams states "We've increased it because we used to do a Spring Banquet and then we used to do the Christmas Party. We haven't, unfortunately, done a Spring Banquet for a couple of

years. So we try to make it a bigger shindig with Christmas. So, I would anticipate spending a little bit more money. I would say that would probably be the average. I don't see an increase but I think it would be fair to say that that's probably what we will be spending in the future." Fallon states "That means the expenses were \$6,100.00." Chief Williams states "It's not catered. It's not fancy. We have prime rib but Ryan (Pitts) does it. I mean, it's nothing special." Adams states "Occasionally, we do dinner for trainings." Chief Williams states "It was a morale builder." DePaul states "That's what I'm saying; was is excess or did it help a little bit." Chief Williams states "It's a once-a-year deal." DePaul adds "But, it goes a long ways." Chief Williams states "We used to go to Jagz and we would drop 5 grand." Evert states "In the past." Adams states "Yeah, we don't do it anymore." DePaul states "I have a different look at it. I'm new here but that's just part of your PR and a Thank You and a lot of people really take that seriously. I mean, I've worked for a lot of people in my life over the years and I've worked for a few places that didn't do squat and it did hurt. Their kids were getting bonus checks or meals or Christmas parties and stuff and they're like 'Man, I've been working here for this long and...it's a big deal. I think spending a little money there is wise.'" Wayne Evert states I got a \$40.00 water bottle here and from the City I got a \$10.00 gift certificate to Cabela's. I couldn't even buy a box of bullets for that." DePaul states "I would hope that whatever we do, we show appreciation to the staff. I don't want to spend, as a person...I wouldn't want to spend a certain amount of money and not be successful. I would want to spend the amount of money that makes us successful. That doesn't mean going overboard and I don't think this department does. I really don't believe that." Fallon states "Because the \$6,200.00 is such a large increase from prior years, I was just wondering what's going on and if it was \$15,200 instead of \$10,200...but I also remember when we were talking about and I was saying let's transfer \$20,000.00 instead of \$15,000.00." Covington and Adams confirm that Fallon had suggested that amount. So, whether the \$3,000.00 gets cut or stays doesn't matter to me. I was more concerned about what the expenditures were representing." Chief Williams states "I'm comfortable if we kick the \$3,000 out of there as long as we have an understanding that's probably what the cost of our Christmas Party's going to be." Fallon states "We also don't know when we'll have another good wildfire season because that's the funding mechanism." Adams states "I would be comfortable leaving it the way it is. If next year we need to adjust then that's what we should do on 4212." DePaul agrees with Adams. Fallon states "Fine with me. So, now we can go back to 7204." Covington adds later in discussions that this number will change to \$15,224.00 from \$10,200.00 with revenue of \$550.00 instead of \$5,500.00. Fallon disagrees and states \$3,500.00 was agreed upon. Fallon states "It should be \$15,200 instead of \$10,200; \$3,500; \$6,200; and instead of \$7,500 it should be \$12, 550."

Fallon moves for approval of Resolution 2018-08 Department Fund 4212 with the revenue change and the year cash balance change; seconded by Adams; passes unanimously.

2018-09 Budget Approval for Benevolent Fund FY2019

DePaul asks what the Benevolent Fund is and Covington states "It is a fund that was developed for basically firefighter hardships." Evert asks what the current balance of the account is and it is currently at \$11,000.00. Chief Williams states there hasn't been any activity in the account for several years. Verworn asks how the account is funded. Chief

Williams states "The policy is that anything over \$99.00 ends up going into the Benevolent Account. That being anything in terms of donations or anything that comes in over the course of the year. Anything less than that goes into 4212. That is the only way it is funded. It's maintained a balance for a number of years."

Fallon moves for approval of Resolution 2018-09 Budget Approval for Benevolent Fund; seconded by DePaul; passes unanimously.

2018-10 Budget Approval for Fund 7288 Repayment Account FY2019

Adams confirms with Fallon that it is not a good time to refinance and Fallon states the interest rates have gone up too much to gain anything from refinancing.

Adams moves for approval of Resolution 2018-10 7288 Bond Repayment; seconded by DePaul; passes unanimously.

CHIEF'S REPORT:

May 2018 Call Volume

Chief Williams states that the Board is reviewing through May and has provided numbers for year to date through May of 2017 and 2018. The stats show that the number of calls is up for 2018 with 1,159 calls vs. 977 calls this time last year. Number of calls for the month of May only in 2018 is exactly even with the numbers for 2017. Chief Williams states the numbers are actually down for the year within the Evergreen Fire District in terms of responses and where the department has made up calls is in an increase in inter-facilities as well as a high number of responses to City of Kalispell with 40 calls for May 2018 vs. 25 for May 2017. Chief Williams states the numbers are not 'an anomaly' because all calls have been reviewed. He reiterates the numbers are still up overall for the year with a pretty good gap between this and last year. He states that he is still in the process of mining data and asks if the Board is satisfied with the form in which it was presented and would want going forward. He states that data is being mined to validate thoughts on busiest days of the week and times. He doesn't believe they've changed but states a hard look will be taken. He states that he is working with Pintler billing to try to get more information that Trustee Fallon has asked for in the past that has been hard to find or non-existent. He states the data could help give the committee a better understanding of what the department is doing that's bringing money into the District and spend more time on the enterprise fund vs. the tax. He states "Looking back ... Even though we have been through and done a lot of media releases and we've done the newsletter, I still find people that still don't understand that or they think our ambulance program is 100% tax funded. In fact, I just heard it this week from a person in our neighborhood." He continues "I don't know what we need to convey that to people to make them understand that. I think there is a good percentage of folks out there that think they are paying for this service even after everything that's been pushed out there. I know our last 3 newsletters have really addressed that specifically." DePaul asks "The newsletter is going out to everybody and not just tax payers, right?" Chief Williams states it goes out to all the registered voters because we want to target the people that are voting and that the cost of sending it out to non voters would be extensive. Fallon states "One thing, you've got to be careful when you say that because a non-resident property owner can vote." Chief Williams asks if Fallon knows what percent of voters that is and Fallon it is a small number with only 2 having voted in the first levy election. Chief Williams acknowledges that there is still work to be done regarding public education. Fallon confirms with Chief Williams that the numbers presented are total calls regardless of type and asks what the report would look like for the month of May if it was broken out by type of call and then states that some of those would be mutual aid fire calls and others would be EMS calls to the other Districts and by type of call, only. Chief Williams states there is a report that identifies the type of call in the corresponding District. Fallon states he doesn't think would be helpful and Chief Williams agrees that it probably would not. He tells the Board that Emergency Reporting touts they provide 640 reports but that half of them are of zero value in terms of trying to capture anything for presentation. Fallon asks if Emergency Reporting exports

any of the data into an Excel spreadsheet and Covington states that it does have that ability. Fallon states he would like a report that shows type of call to district. Adams pulls up a report that provides the information he is looking for and Chief Williams states that report had always been included but his understanding was that Fallon wanted reports for May and May year to date.

District Staffing


Verworn states "At the last meeting we approved the emergency funding to help staff; on call crew and inter-facility crew and I'm wondering if you could tell the Board how that's going. Chief Williams states "Excellent...I'm appreciative of the Board's desire to fund this emergency staffing on a temporary basis. We've had a number of people apply and we've implemented it, immediately, pretty much in fact right after that initial Board meeting. We still have some positions and times that come up throughout the course of the week that remain unfilled and so we are taking another look at some folks including the option that we might have to run an ad and/or get with the college to see if we can recruit some more folks out of the Paramedic and EMT programs. I'd say they're probably 60% to 70% coverage and roughly 25% gaps. We just started this officially July 1st so we're just getting into this. I would anticipate within a week or so we should be at full staffing." Adams states "That number's going to be skewed a little bit this last week because there were, I know for sure, 2 people that were on vacation that normally pull 36 hours a week. So, there's a big gap there that happened." Chief Williams adds "And as we're entering summer season, we are going to have a lot of vacation that's going to start happening. There will be segments where there will be some unfilled." Verworn states "I'm just going to brief or just breach it every week just to get where our money is and then how it's being spent and just say if it is or isn't working."

Verworn asks that a time get set for August Board meeting and Monday, August 6th at 5:30 pm is agreed to. In addition, Tuesday, September 4th at 5:30 pm is also agreed to as Monday, September 3rd is Labor Day.

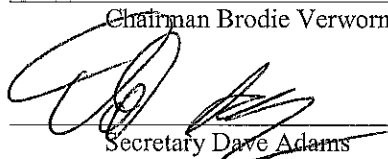
Adjourn.

Chairman Verworn adjourns the meeting at 9:40 pm.

The President of the Board of Trustees, as presiding officer of any meeting of the Board of Trustees, may close the meeting during the time the discussion relates to a matter of individual privacy; and, then, if, and only if, the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains; and, in that event, the meeting must be open.



Chairman Brodie Verworn



Secretary Dave Adams